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*Partners Working Together...
 Making Your Employment Connection
 For Today & Tomorrow*

October 2014

8:30 a.m. – 4:30 p.m. Monday through Friday
 171 E. State St./Martin Luther King Jr. St., Center Ithaca, Suite 241, Ithaca, NY 14850
 Phone: (607) 272-7570 Ext. 118 TTY: (607) 272-3285, Fax: (607) 272-2835
 E-mail: firststop@tompkins-co.org

Monday	Tuesday	Wednesday	Thursday	Friday
		1	2	3 Cornell Meet the Employer Information Session 1:00 - 3:30 p.m.
6 Bridging the Gap Workshop 1:00 - 3:00 p.m.	7	8 Conquering the Interview Workshop 9:00 - 11:00 a.m. Career Fair 3:00 – 7:00 p.m. The Shops at Ithaca Mall	9 Professional Opportunity Developers 9:00 - 11:00 a.m. Dunkin Donuts Recruitment Event 9:00 – 2:00 p.m.	10
13  <i>Columbus Day Office Closed</i>	14	15 Metrix Information Session 10:00 - 11:00 a.m.	16	17
20 Civil Service Workshop 1:00 - 2:00 p.m.	21 Jobseekers with Disabilities Workshop 9:00 - 11:00 a.m.	22 Professional Opportunity Developers 9:00 - 11:00 a.m.	23 Older Worker Workshop 10:00 - 12:00 Noon	24
27	28 	29	30	31 Binoptics Meet The Employer Information Session 9:00 – 11:00 a.m.

All workshops are offered at no cost to you and will be held at the Career Center unless otherwise indicated. However, space is limited and registration is required. Please call (607) 272-7570 ext.118, or register at the front desk. Tompkins Workforce is an Equal Opportunity Employer/Employment Service.

OCTOBER 2014 WORKSHOP DESCRIPTIONS

Cornell University meet the Employer Information Session: Friday, October 3rd, 1:00 - 3:30 p.m.

A Cornell Human Resources representative will discuss job search tips, application process, and overall information about working at Cornell University.

Bridging the Gap Workshop about Education, Training, & Career Decisions, Monday, October 6th, 1:00 - 3:00 p.m.

Thinking about going to school for a certificate or a degree? Are you thinking about training to improve skills or to learn a new skill? Do you need information on what's available locally, who to talk to and how to begin? The Bridging the Gap Workshop will cover what is available locally for training, degree programs, certificates, and funding sources. It will also cover local labor market information to help provide the guidance needed to make such a valuable career decision.

Conquering the Interview Workshop: Wednesday, October 8th, 9:00 - 11:00 a.m.

Preparing for your job interview can be a challenge. This course will help you to overcome this challenge by teaching you how to: research and prepare prior to an interview, what to expect during an interview, how to follow up after an interview, and how to avoid common problems.

Professional Opportunities Developers Group Meeting:

Thursday, October 9th, 9:00 - 11:00 a.m., Wednesday October 22nd, 9:00 - 11:00 a.m.

Network with people who previously held executive level or highly technical positions.

Metrix E-Learning Information Sessions:

Wednesday, October 15th, 10:00 - 11:00 a.m.

Metrix E-Learning is an online Skills and job-related training program that contains over **6,000 Courses**. Courses range in topics from accounting, leadership, healthcare, and computer programming, etc. Once registered, customers have accounts with unlimited access for 90 days.

Please note: this workshop requires a mid-level competency with computers.

If you want to learn basic computer skills, please speak with a counselor at the Resource Desk.

Civil Service Workshop: Monday, October 20th, 1:00 - 2:00 p.m.

Learn how to look up exam and vacancy information for various forms of government positions. Will look at the application process and provide an understanding of navigating the process.

Jobseekers with Disabilities Workshop: Tuesday, October 21st, 9:00 - 11:00 a.m.

You will learn rights and responsibilities in the workplace related to the Americans with Disabilities Act, and the "Pros" and "Cons" of disclosure. Information: Reasonable Accommodations, Works Incentives and resources to help you get back to work and/or to retain employment will be provided

Job Search Tips for Older Workers: Thursday, October 23rd, 10:00 - 12:00 Noon

Is age discrimination real? Have you ever been called "over qualified"? Are older adults being stereotyped? Discuss these topics and more in a forum for job seekers who are considered "older".

Topics will include myths about the older worker, changes in job search methods, realities of the current job market, and ways to deal with them.

Binoptics Meet the Employer Information Session: Friday, October 31st, 9:00 - 11:00 a.m.

Binoptics Corporation manufactures laser components. Binoptics current products include lasers used in telecommunications and data warehouses. Binoptics currently has several positions available, from Fabrication Operator to Vice President of Development. Current openings and information on how to apply can be found on their website: www.binoptics.com